



San Benito County
Workforce Investment Board
Youth Employment Program Council
1111 SAN FELIPE ROAD, SUITE 108
HOLLISTER, CA 95023
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Bi-Monthly
March 17, 2009 at 4:00 pm
1111 San Felipe Road Suite 108, Hollister, CA 95023

MINUTES

Present: Tad Coatsworth, Marla Davies, Tony Lamonica, Alice Rivera, Joe Torquato, David Wright

Absent: Kathi Bosworth (Excused), Elena DeLaPuerta (Excused), Josie Moreno (Excused), Mike Walters (Excused)

Staff: Andi Anderson, Enrique Arreola, Sylvia Jacquez, Laura Schipper

Co-Chair, Tad Coatsworth, called the meeting to order at 4:03 P.M.

I. **Public Comment Period:** No public comments were received.

II. **YEP Council Minutes:** The minutes of the November 18, 2008 and January 20, 2009 meetings were approved as presented. *M/S/C* Marla Davies/ David Wright.*

III. **YEP Board Membership:**

A. No applications were received to be considered for appointment to the YEP Council.

B. Staff and Board Members discussed recruitment efforts to fill the required vacant positions of In-School Youth, Out of School Youth and In-School Youth Parent. Enrique Arreola stated that at the last meeting members discussed moving the YEP Council meeting to a place for conducive for youth involvement. Stan Rose, Hollister School District Superintendent, has offered a meeting place at the High School. Beginning May 19, 2009 the YEP Council Meetings will be held at the High School in Room 172 next to the Principal's Office. Tony Lamonica will see if he can recruit youth. Andi Anderson will e-mail the YEP Council Application to board members so that if they know of anyone they can pass the application on.

C. Tad Coatsworth will be retiring in July 2009. He indicated he is still interested in remaining on the board in whatever capacity he can. Tad will look into recommending a replacement. Sylvia stated that she was approached by a union member at the GEAC meeting who is interested in joining the board.

IV. **Youth Updates:** Laura Schipper provided an update on WIA youth program activities. She stated that she is tracking 56 youth: 23 in 1-year follow-up, 9 working, 11 in school and working during school breaks, 13 youth completed their hours and are ready to exit program.

- V. **Updates on Committees:** The YEP Council Planning Committee has met twice to strategize and recommend to WIB the priorities and strategies for youth program services. They have reviewed the various scenarios and focused on the ones that offered more services for youth: Scenarios A & D are their top options. The YEP Planning Committee will meet with the WIB Planning Committee, select the scenarios they feel are best and will make their recommendations to the WIB hopefully at the May meeting. Joe Torquato discussed coordinating efforts with the Community Foundation, Laura is working on that.
- VI. **Grant Updates:** The quarterly report will be available at the next meeting.
- VII. **Unemployment January Report:** The EDD Unemployment Report for January was attached for review and information. Enrique Arreola gave a quick overview on the report. Unemployment up 3 points from Dec to January. Currently 14.8.
- VIII. **WIA Funding:** Staff updated the board on the additional funds allocated to WIA. Enrique Arreola reported that CSWD received a stimulus youth component in the amount \$352,384 for youth services. This is a one-time increase. Staff has met to brainstorm ideas on how to best utilize the funds and once funding is released, they intend to hire two temporary staff and 131 youth for the summer (May – August) for seven weeks. Staff encouraged members to refer youth and employers to the One-Stop. Definition of youth is now 14-24 years of age. 30% of youth need to be out-of school. Staff expects to receive the official notice of funding availability by the end of the week and, once received, staff will move forward. Discussed hiring On-the-Job-Training (OJT) and how the program works. David Wright mentioned possible employer incentives for hiring OJT participants. Marla Davies discussed the partnership of Charles River Lab & Hope Services. Discussed having staff connect with TekNOVA as a possible site for youth employment. Andi Anderson has a contact there and will provide the information to Enrique Arreola for follow-up.
- IX. **One Stop Career Center Update:**
- A. **Workshops:** Sylvia provided an overview of the upcoming workshops and a calendar was included in the agenda packet. She stated that 18 people signed up for the resume assistance workshop scheduled for tomorrow.
- B. **Bus Driver Training:** Thanks to the support of the San Benito High School District, the Bus Driver Training is scheduled to start the week of March 16, 2009. Kristi Urbina provided an orientation which was held at the One-Stop. Classes are scheduled to begin this week. Once certified, drivers can work anywhere in the State of California. There were more than 20 interested in the certification and only 16 met the criteria for the 40-hour training; ½ classroom ½ behind the wheel. Once hired, drivers earn between \$15-18/hr. This training was provided Free due to the partnership with the San Benito High School.
- C. **Spotlight of Hollister Career and Job Fair:** Staff updated the board on CSWD's partnership with the Employment Development Corporation for the event scheduled for May 14, 2009. This year's theme is on Green Jobs/Applications and being energy efficient. There will be many speakers and activities and 7th Street will be blocked off. The Library book mobile will be on site. Partnering with water resources to tie in water conservations. Enrique Arreola stated CSWD is part of the planning committee. One-Stop will have a booth and will be managing the application table. Workshops

and skits on “how to interview” & “dress for success” will be conducted by staff. Enrique is looking for 4 employers to assist on the employer panel to provide feedback at the workshops. David Wright of Wright Brothers Welding will assist. Would like schools to come and present in a workshop forum on the trainings offered by the schools.

- D. **Rapid Response**: Sylvia stated there is nothing to report at this time.
 - E. **Newsletter**: Submission deadline for the quarterly One Stop Career Center Newsletter is 3/26/09. Will spotlight NCOA, new staff and upcoming activities & events. Additional funding, etc.
 - F. **One-Stop Career Center Tour**: Thank you for participating in the tour of the One-Stop Career Center in January. Staff’s goal is to have different employers come in monthly to share employment/career opportunities available to the community. Anyone interested in being a speaker, please contact One-Stop staff.
- X. **Community Updates**: Members provided updates regarding local activities, news and or events pertaining to youth.
- A. **WIB Retreat**: Discussed was inviting YEP Council members to the WIB retreat. A date has not been set, but staff is looking at the last week of May/1st week of June. Info coming. Once the plans have been finalized the YEP Council will be notified.
 - B. **On-Line Application Workshop**: Marla Davies stated the on-line application workshop was a huge success. One-Stop staff members, Sylvia Jacquez & Juanita Calderon, attended. Marla stated that most employers are going to on-line applications. Discussed how employers will be able to use any youtube, myspace, facebook, blogs, twitter, etc to weed out undesirable employees. Also discussed was encouraging those on aid to indicate that on their applications because this informs prospective employers of tax incentives for hiring.
 - C. **Form 700**: Reminder that the annual form due April 1 to the Elections Office.
 - D. **Child Abuse Prevention Council (CAPC)**: The CAP Art Contest deadline has been extended through March 31, 2009. Children grades 3-6 are encouraged to submit entries on preventing child abuse. Entries can be submitted to Ana Cabrera at 1111 San Felipe Road, Ste 208. For an application call 634-0686
 - E. List of businesses and where CSWD youth have been placed, training schools & fees. For info only.
 - F. **Car Seat Check-up**: March 25, 2009 at K-mart parking from 2-6 pm.

XI. **Additional information**: None

The meeting adjourned at 4:52 P.M. *M/S/C David Wright/Marla Davies.*

The next Youth Employment Council Meeting will be on May 19, 2009 at 4:00 p.m. at our new location: 1220 Monterey Street, Room 172. (San Benito High School)